

ITEM #18C
CHECKLIST FOR WORKERS' COMPENSATION BONDS

(To Remain Attached to Bond Form)

This checklist is designed to assist you with successfully completing and executing your California Workers' Compensation Bond. The Principal and Surety should check the completeness of the bond and its execution against this check list insofar as it can when the bond is in its possession. Check items in appropriate column when satisfied. (Note: See Insurance Code §11693.5 regarding late filing fees.)

<u>QUESTION</u>	<u>Principal</u>	<u>Surety.</u>
1. Have all blanks been fully and accurately completed?	_____	_____
2. Has premium been shown and bond number?	_____	_____
3. Is insurer's <u>full legal name used wherever</u> it appears in the bond and in its execution?	_____	_____
4. Is the date of termination of the workers' compensation bond correct?	_____	_____
5. Does the "date of execution" agree with the date of the notarial acknowledgment?	_____	_____
6. Does the "place of execution" recited in the execution clause agree with the actual place of execution?	_____	_____
7. Have both the Principal and the Surety executed the workers' compensation bond in accordance with the instructions sheet attached thereto?	_____	_____
8. Is a Power of Attorney, certified to have been in full force and effect on the day when the bond was executed, attached to bond, per instructions sheet?	_____	_____
9. With respect to execution of bond, check especially the following:		
(a) Is notarial acknowledgment evidencing execution completed?	_____	_____
(b) Is name of insurers, identical with names as recited in body of bond, shown in execution clause?	_____	_____
(c) Is the Surety certain that the authority of the Attorney-in-Fact to execute for the Surety has been established as of the date of execution of the bond by a properly authenticated Power of Attorney attached to the bond?	_____	_____